

SOUTHWEST SPECIAL RECREATION ASSOCIATION
12521 SOUTH KOSTNER
ALSIP, IL 60803

MINUTES OF REGULAR MEETING

June 16, 2010

CALL TO ORDER

The regular meeting of the Board of Directors of South West Special Recreation Association (SWSRA) was called to order at 10:10 a.m. by Director Gleason. The meeting was held at Raday Lodge, Midlothian Park District, Midlothian, Illinois

ROLL CALL

Present at roll call were:

POSEN PARK DISTRICT	TJ WHITCOMB
PALOS HEIGHTS RECREATION DEPT.	MIKE LEONARD
ALSIP PARK DISTRICT	JEANNETTE HUBER
SUMMIT PARK DISTRICT	TOM SUHS
MIDLOTHIAN PARK DISTRICT	EVELYN GLEASON
VILLAGE OF MERRIONETTE PARK	BRENDA DZIALLO (arrived later)
BLUE ISLAND PARK DISTRICT	JANE KAWANNA
WORTH PARK DISTRICT	CARLO CAPALBO

SWSRA STAFF PRESENT:

LORI CHESNA	EXECUTIVE DIRECTOR
MARGE COZZONE	BUSINESS MANAGER
DENISE IWINSKI	MARKETING COORDINATOR

ABSENT:

JUSTICE PARK DISTRICT	JOE VALLEZ
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ADDITIONS OR REVISIONS TO THE AGENDA – Executive Director Chesna requested to add to her report:
H – UPDATE OF WALK, RUN OR ROLL RACE

CITIZENS TO BE HEARD - None

APPROVAL OF MINUTES OF MAY 19, 2010

Motion made by Director Whitcomb to approve Minutes of Regular Meeting held on May 19, 2010. Motion was seconded by Director Leonard. All Directors were in favor; none opposed.

APPROVAL OF TREASURER'S REPORT

The Treasurer's Report was presented by Director Capalbo. Director Huber made a motion to approve the Treasurer's Report with a combined ending balance of \$249,607.34. The motion was seconded by Director Kawanna. Roll was called with all directors voting yes. The motion carried, 7—0.

EXECUTIVE DIRECTOR'S REPORT

A. ANDROMEDA/WORTH

Executive Director Chesna explained that Andromeda said they never received the order she had faxed back on June 7th for Will's phone. The fax number on the quote they gave us was wrong. Now they do have it, and we should be getting the phone next week.

B. BINGO LICENSE AWARDED (LIMITED)

Lori said that we will only need 4 to 6 workers in addition to our full-time staff for the bingo tent on June 19th from noon to 4:00 p.m. Lori purchased the cards and the dabbers. We will have a 20 foot tent with tables and chairs. We are borrowing Palos Heights Rec Department's PA system, and we borrowed the bingo boards and cage and balls from Tom Suhs. Lori purchased some aprons that we can always use, and a couple of easels to display the boards. WE are hoping for good weather and a good time. We also plan to have a PR booth that we will have some part-time staff running with giveaways.

C. IPDLAF P CARD PROGRAM

Executive Director Chesna told the Board that she wants to move forward on the P-Card. The sample resolution was passed around for the Board to review. It was agreed that a resolution would be presented under New Business.

D. SPRING FORMAL PHOTOS DELIVERED

Photos from the Spring Formal were delivered; and they were identified, but we had about eight returned that were not correct. We will work it out. We did get compliments that they liked them. Next year we will attempt delivery the same night.

E. TRUSTEE FOR S. D. 218 EDUCATION FOUNDATION

Director Huber and Lori were both asked to serve as trustees for School District 218. We have already attended one meeting, and there is another one tomorrow. We also helped with their first golf outing at Oddey Golf. This involves most of the schools that SWSRA services, so it is nice to meet the principals and staff.

F. SWSRA CELEBRATES 30 YEARS IN 2011

Denise Iwinski and Lori are collaborating for preparations for SWSRA's 30th Anniversary, and we will start off in our winter brochure to get this going. Erin and Will are working on some special programs for the clients. We will be doing it at Bourbon Street because it is the best deal and most accommodating. Denise had distributed copies of several special logos she had designed for this occasion, and the each Board member was asked to choose their favorite.

G. SWSRA AUDIT

Marge Cozzone has been preparing for the upcoming audit in July. We are still with the same auditors, Knutte & Associates, and they are familiar with us.

H. UPDATE ON WALK, RUN OR ROLL RACE

Lori reported that we received a report with the total collected from donations from the Marathon. The total of all donations that came in was \$1,545. We will have to take out expenses, and then we can award each agency who participated with their share. They might get less money than last time, but it is good PR and good motivation for them to take back to their agencies.

ATTORNEY'S REPORT - None.

CORRESPONDENCE - None.

COMMITTEE REPORTS

A. RECREATION

Lori gave the recreation report in Erin's absence. Judy Franks and Jacob Niedzwiecki won the gold at the State Special Olympics this past weekend. The Support Group has decided to alternate between a speaker every other month and a social the next month. This way they should become more parent driven than staff driven. Joe Schmitt has been very conscientious about keeping up with the van maintenance, and we are so glad to have him. Lori told the Board about the day camp field trips that are planned. Lori said that this year is the first in her career where not one phone call was received from a parent on day one—or day two so far! Lori complimented all the staff on the good job they did preparing for camp. We are finally getting it right—we went above and beyond our norm. We did hire a camp director this year who is a teacher at Bremmen. She is on the ball and everything is coordinated. Will did pass his CTRS, and we did give him his bonus check. We did have to deduct taxes and IMRF from the check.

B. FINANCE

1. Approval of Bills & Payroll

Motion made by Director Leonard to approve bills for the month of May, 2010 in the amount of \$15,097.16. Motion was seconded by Director Kawanna. Roll was called with all Directors voting yes. The motion passed 8—0.

C. PLANNING & POLICY

D. PUBLIC RELATIONS

Denise Iwinski reported that we took part in the Worth Open House and thanked Director Capalbo for thinking of us. We were invited to do the Alsip "Cop on the Roof." We had a booth and Judy Franks signed autographs. It was a nice event where everyone could come out and get to meet us. Denise showed the Board a photograph about it that had just appeared in the newspaper. Denise also said that the fall brochure is on schedule. Denise gave the Board a sample of a welcome packet that she had made up for all of our new staff and volunteers. This is a way to welcome them and have them get familiar with us. Denise would like to do this for new clients so they could get to know us before they start.

OLD BUSINESS - Executive Director Chesna noted that the Volunteer of the Month is Kathy Eagan. Kathy has been with us over 5 years, and she is just wonderful. She always does Pick-A-Prom Dress and Primping Night and goes out of her way to get us some very nice donations for this. She really is an asset to our agency.

NEW BUSINESS - Director Capalbo introduced Resolution 10-01 authorizing issuance of individual procurement cards (P Cards) to SWSRA personnel, and moved its adoption; the motion was seconded by Director Kawanna. Roll was called with all directors voting yes. The motion carried, 8—0.

OPEN TO THE PUBLIC: None.

ADJOURNMENT

Motion was made by Director Whitcomb to adjourn the meeting. Motion was seconded by Director Dziallo. All Directors were in favor, none opposed. Meeting adjourned at 10:30 a.m.

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Minutes of Meeting
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